



Bill Owens
Governor

Colorado Department of Local Affairs

Barbara Kirkmeyer
Acting Executive Director

DIVISION OF PROPERTY TAXATION

JoAnn Groff
Property Tax Administrator

BULLETIN NO. 10

TO: County Assessors

FROM: JoAnn Groff
Property Tax Administrator

DATE: March 15, 2006

THE BULLETIN IS AVAILABLE ON OUR WEBSITE.
www.dola.state.co.us/propertytax/index.htm

<u>Date</u>	<u>Title</u>	<u>Distribution</u>
3/15/06	City & County of Denver Position Opening	Review with staff. File in General Correspondence File.
3/15/06	Statistics Class	Review with appraisal staff. File in Education File.
3/15/06	Administration 945 - Abatements Note: Continuing education to change from 7 hrs. to 5 hrs.	Review with interested personnel. Return registration form to Division. File in Education File.
3/15/06	Appraisal 102 - Cost Approach to Value	Review with interested personnel. Return registration form to Division. File in Education File.





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JoAnn Groff
Property Tax Administrator

TO: County Assessors

FROM: JoAnn Groff
Property Tax Administrator

SUBJECT: City & County of Denver
Position Opening

DATE: March 15, 2006

DISTRIBUTION: Review with staff. File in General Correspondence File.

MEMORANDUM

The City & County of Denver Assessor's Office has a position opening for a Senior Real Estate Appraiser. See attached announcement for more information.



Senior Real Estate Appraiser
\$43,452 - \$69,300 per year Salary Grade: 808-V
100% Education and Experience

The City and County of Denver Assessor's Office is seeking several Senior Real Estate Appraisers. This recruitment will serve to fill an open position now and in the next several months. The Senior Real Property Appraiser is responsible for complex appraisal work in residential, multifamily, commercial and industrial real property within the City and County of Denver. Typical functions will include analyzing and interpreting data such as cost of construction, market comparison and income-producing potential, review of complex income and expense statements, leases, depreciation and property sales to determine correct valuation for all property classes assigned.

To be considered for these openings candidates must have:

- *Certification as a Licensed Appraiser by the Colorado Board of Real Estate Appraisers. Certification by another state will be accepted in lieu of this requirement, provided the applicant is certified by the State of Colorado by the completion of the 6 month probationary period.

- *Baccalaureate Degree in Business, accounting, Economics or a related field.

- *Three years of experience performing analysis in real property appraisal, including at least two years in appraising for government assessment purposes.

Additional professional appraisal experience may substitute for the minimum education required on a year for year basis.

Preference will be given to applicants who have demonstrated experience in the utilization of statistical software to analyze property data, identify and explain market anomalies, and/or the development of property valuation models which reasonably and accurately estimate market value within the context of the mass appraisal process used in the assessment field. Please make sure that you note such experience in your resume.

Possession of valid Colorado Class "R" Driver's Licenses (or similar from another state) is required at time of employment offer.

To apply, the city prefers you apply on line at www.denvergov.org/jobs however if this is not possible, please email your application to apps@ci.denver.co.us. Candidates may also fax resumes or applications to 720-913-5992 (Attn: Senior Real Property Appraiser) or mail to Attn: Senior Real Property Appraiser recruitment, Career Service Authority, 201 West Colfax, Dept. 412, Denver, CO 80202. Closing date: 4/2/06. EOE LY



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DIVISION OF PROPERTY TAXATION

JoAnn Groff
Property Tax Administrator

TO: All County Assessors

FROM: JoAnn Groff
Property Tax Administrator

SUBJECT: Statistics Class

DATE: March 15, 2006

DISTRIBUTION: Review with appraisal staff. File in Education File.

MEMORANDUM

A Statistics class is being held in Boulder County on April 12 and 14, skipping April 13. The first day is an overview of basic assessment statistics and SBOE/statutory requirements. The second day is a case study that uses county data. The instructors are Greg Schroeder of my office and Stephanie Hamilton of the Weld County Assessor's Office. Although the workshop was scheduled for Boulder County employees, there are eight additional slots available for anyone who would like to attend. Employees interested in attending should complete the attached registration form and return it to Evelyn Morales at the Division of Property Taxation by April 3. If you have any questions, please contact Greg Schroeder at 303-866-2681 or greg.schroeder@state.co.us.

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COLORADO ASSESSORS' ASSOCIATION
 DPT EDUCATION REGISTRATION FORM
 1313 Sherman Street, Room 419
 Denver, Colorado 80203
 (303) 866-2371 Telephone
 (303) 866-4000 Fax

County Name

- ☐ Assessor's Staff
- ☐ Commissioner's Staff
- ☐ Treasurer's Staff
- ☐ Clerk & Recorder's Staff
- ☐ Other

Please submit one registration form for each course title.

Course Title	
Location	
Course Date	

County Contact Person		
Work Phone Number (Include Area Code & Extension)		E-mail:

NAME	E-MAIL	SOCIAL SECURITY NUMBER (First-time Students ONLY)	COLORADO APPRAISAL LICENSE NUMBER

For **appraisal** classes e-mail rebecca.fisk@state.co.us
 For **administrative** classes e-mail evelyn.morales@state.co.us



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DIVISION OF PROPERTY TAXATION

JoAnn Groff
Property Tax Administrator

TO: All County Assessors

FROM: JoAnn Groff
Property Tax Administrator

SUBJECT: Administration 945 – Abatements
Note: Continuing education to change from 7 hrs to 5 hrs.

DATE: March 15, 2006

DISTRIBUTION: Review with interested personnel.
Return registration form to Division.
File in Education File

Abatements (Admin 945)

One-day Workshop

Education credit: 5 hrs (continuing education hours)

Tested: No

Recommended Prerequisite: None

Cost Per Student: \$5.00

(Please make checks payable to: Colorado Assessors Association)

TOPICS:

Due Process
Purpose of abatements
Clerical errors, erroneous assessments, overvaluation issues
Abatement situations
Abatement hearings
Review by Property Tax Administrator
Abatement Statutes
Case law

Class time is from 9:00am to 3:00pm

2006					
DATE	City	Building	Phone Number	Address	Instructor
4/5/06	Greeley	Weld Cty Bldg Ctr	970-353-3845	1104 H Street, Rm B	Janeen
4/12/06	Durango	Cty Fairgrounds	970-247-2308	2500 Main Avenue	Janeen
4/26/06	Hugo	Courthouse	719-743-2358	103 3 rd Avenue	Janeen

Confirmation sent only to counties that are registered in the class.





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DIVISION OF PROPERTY TAXATION

JoAnn Groff
Property Tax Administrator

TO: All County Assessors

FROM: JoAnn Groff
Property Tax Administrator

SUBJECT: Appraisal 102 – Cost Approach to Value

DATE: March 15, 2006

DISTRIBUTION: Review with interested personnel. Return registration form to Division. File in Education File.

Cost Approach to Value (APR 102)

Five-day Workshop

Education Credit: 34 Credit Hours (Initial License, License Upgrade, and Continuing Education)

Tested: Mandatory

Recommended Prerequisite: Appraisal 108 - Introduction to Appraisal

Cost Per Student: \$25.00

(Please make checks payable to: Colorado Assessors' Association.)

TOPICS:

- Land Identification, Analysis, and Valuation
- Construction Nomenclature
- Property Inspection
- Cost Estimation
- Replacement Cost vs. Reproduction Cost
- Depreciation and Development of Depreciation
- Depreciation Table Development
- Renovations, Remodeling, Rehabilitation, Modernization
- Case Study

Class times are 8:30 a.m. to 4:30 p.m.

2006					
April 3-7	Broomfield	Broomfield City & County Bldg.	303-464-5819	1 Des Combs Dr. Bal Swan Conf. Rm. (Bsmt.)	Ken & Sue
May 15-19	Walsenburg	Lathrop State Park	719-738-2376	70 County Road 502	Ken & Sue





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